

**ATLANTA POLICE DEPARTMENT**  
**Field Operations Division**  
**Watch Commander's Roll Call Checklist**

Zone \_\_\_\_\_ Watch \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**I. Prior to roll call, have you:**

- A. Reviewed your in-basket
- B. Reviewed your assignment sheet
- C. Reviewed the major incident log
- D. Checked with the previous supervisor for any additional information
- E. Checked the computer for pending calls
- F. Inspected subordinate supervisors
- G. Given instructions so subordinate supervisors

| YES                      | NO                       |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |

**II. Roll call**

- A. Call roll
- B. Watch inspection
- C. Assignment and information

|                          |
|--------------------------|
| Completed                |
| <input type="checkbox"/> |
| <input type="checkbox"/> |

- 1. Look-outs
- 2. Directed patrols
- 3. Roll call training
- 4. PredPol
- 5. Other information

- D. Vehicle Inspection

|                          |
|--------------------------|
| Completed                |
| <input type="checkbox"/> |

**III. C.A.R.E.**

|                         |                       |
|-------------------------|-----------------------|
| 1. Courteous Treatment  | 4. Easily Accessible  |
| 2. Identify Yourself    | 5. Responsive Service |
| 3. Answer all Questions | 6. Fair Service       |

Signature: \_\_\_\_\_